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Growing Apprenticeship Partnerships for SMEs

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What is an Apprenticeship?

Apprenticeships provide an opportunity to combine a paid job in a business with studying, in order to gain job-specific skills and nationally recognised qualifications.

Apprenticeships can be tailored to suit the company's needs, and last anywhere from one to six years.

They are available to new or current employees over the age of 16 that are not in full-time education.

Government funding is available to cover the cost of training, making apprenticeships value for money.

Why offer Apprenticeships?

Apprenticeships are a fantastic way to gain

innovative, motivated and talented employees. By studying while they work, Apprentices bring the most cutting-edge skills to your organization, helping to bridge skills gaps and harness the latest ways of working.

Benefits of an Apprenticeship?

- Increased productivity
- Develop existing staff
- New energy and ideas
- Bridge the skills gap
- Motivated employees
- Excellent value for money
- Easily managed with support
- Drive innovation
- Corporate social responsibility
- Positive impact on local communities
- Investment in young people

- Supporting the employer brand
- Wider talent pool
- Subsidised staff development
- Industry designed training
- Help recruiting

How can I get involved?

Getting involved is easy, with a range of Business Support Providers ready to support you when taking on an Apprentice and developing an Apprenticeship Scheme. The Chamber of Commerce can provide details of the most suitable Business Support Provider and offer advice on the process.

Business Support

A range of business support is available to organisations that want to get involved with Apprenticeships.

Details of some of these great business support organisations are listed below. If you are a business support provider that can help our organisations get involved, please get in touch!

Useful Links

Gov.uk

[gov.uk/topic/further-education-skills/apprenticeships](https://www.gov.uk/topic/further-education-skills/apprenticeships)

Future Apprenticeships

futureapprenticeships.org.uk

Get In Go Far

hireanapprentice.campaign.gov.uk

Institute for Apprenticeships

instituteforapprenticeships.org/employers

Greater Manchester Apprenticeship Hub

theapprenticeshiphub.co.uk/about/employers

The Apprenticeship Levy

The National Minimum Wage for an apprentice is £3.70 an hour, however many employers pay a higher rate. Government funding is available to cover the cost of training, making apprenticeships value for money.

The Apprenticeship Levy requires all employers in the UK with a pay bill over £3 million each year to make an investment in apprenticeships, at a rate of 0.5% of their annual

pay bill. Employers receive an allowance of £15,000 each year to offset against the levy.

Funds can only be used towards apprenticeship training and assessment with an approved training provider and assessment organisation. Funds cannot be used for other apprentice-related costs such as wages, statutory licences to practise, travel and subsidiary costs, managerial costs, traineeships, work placement programmes or the costs of setting up an apprenticeship programme.

Non-levy paying employers will share the cost of training and assessing their apprentices with government through 'co-investment'.

Annual Pay Bill	Pay Levy?	# of Employees	Age of Apprentice	Funding Breakdown	Employer Support Payment
> £3million	Yes	-	-	£15,000 annual allowance to offset against the levy	-
< £3million	No	> 50	-	Employer 10%, Government 90%	£1,000 for an apprentice under 19 years of age
		< 50	Under 19 (16-18)	100% Government funded	£1,000 for an apprentice under 19 years of age
			19+	Employer 10%, Government 90%	-

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